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ODP-1845-83

D/ODP /s/

22 December 1983

MEMORANDUM FOR: Requirements and Technology  
Acquisition Working Group

FROM: [REDACTED] Chairman

SUBJECT: Minutes of 15 December 1983 Working Group Meeting

1. The Requirements and Technology Acquisition Working Group met on  
Thursday, 15 December 1983. Participants included [REDACTED]

2. [REDACTED] convened the meeting, asking for corrections to the  
minutes of the 1 December meeting. None were noted. [REDACTED]

3. Bob noted that he had received comments on the draft report from  
three group members:

-- [REDACTED] described the DO requirements process, their annual ADP  
services planning document, and their working relationship with ODP.

-- [REDACTED] cited the close working relationship between OCR's ADP  
professionals and ODP as the primary means of passing requirements  
to ODP. The 930 system is used very little.

-- Bob Kohler summarized his views of the Agency's ADP problems  
(relating to the requirements process) as (1) there is no  
authoritative requirements process, and (2) people mostly work  
outside the budget process. He suggested we need a disciplined  
mechanism to review, prioritize, and approve requirements,  
preferably a Systems Analysis Staff. [REDACTED]

4. The common thread running through Sam's and Don's comments (which  
they addressed in our discussions) was the close working relationship with  
ODP. Things tended to get done on a personal basis because there was good  
working-level communication. Don cited the DO and OCR history of strong ADP  
involvement, including the former existence of independent computer centers  
in both of those components. [REDACTED]

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25X1 5. Sam commented on the statistic cited in the minutes of the last meeting that indicated ODP accounted for only 30 percent of the Agency's ADP resources. Bob explained that this was purely an accounting relationship, based on ODP's resources as reflected in their ADP Summary, compared with the Agency's total. Subsequent discussion indicated that, apart from NPIC funds, most of the 70 percent outside ODP ended up being spent by ODP in behalf of its ADP clients. [redacted]

25X1 6. Bob asked everyone to get their written submissions to him on the  
25X1 subject of the requirements process as seen by the various directorates. He  
and [redacted] will revise and expand the draft report on the basis of  
these submissions and have it ready for the next meeting. [redacted]

7. The next meeting of the working group is scheduled for Thursday, 19 January 1984, at 1030 in Room 4E05 Hqs. The agenda for that meeting, which is scheduled for one hour, is as follows:

a. Approval of minutes of the previous meeting.

25X1 b. Miscellaneous old business. [redacted]

25X1 c. Discussion of the draft report. [redacted]

25X1 O/Compt/IHG, [redacted] (22 Dec 83)

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